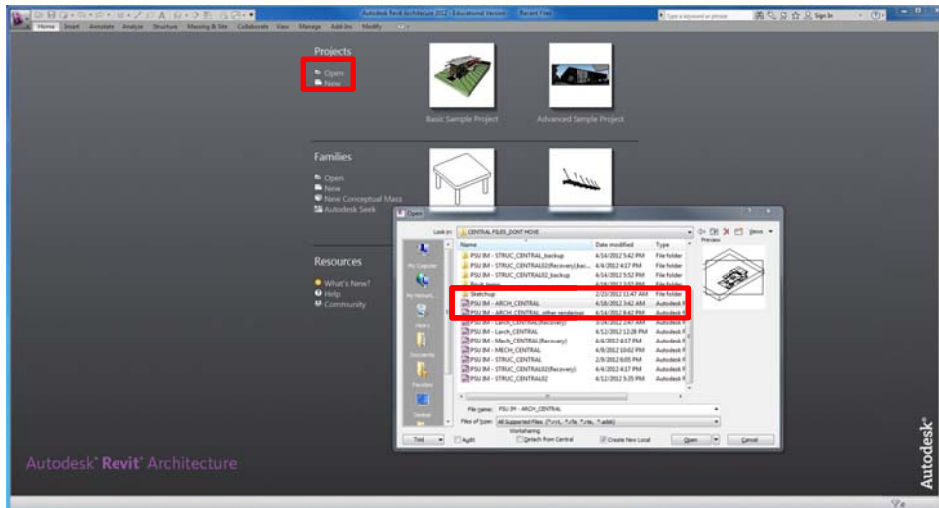


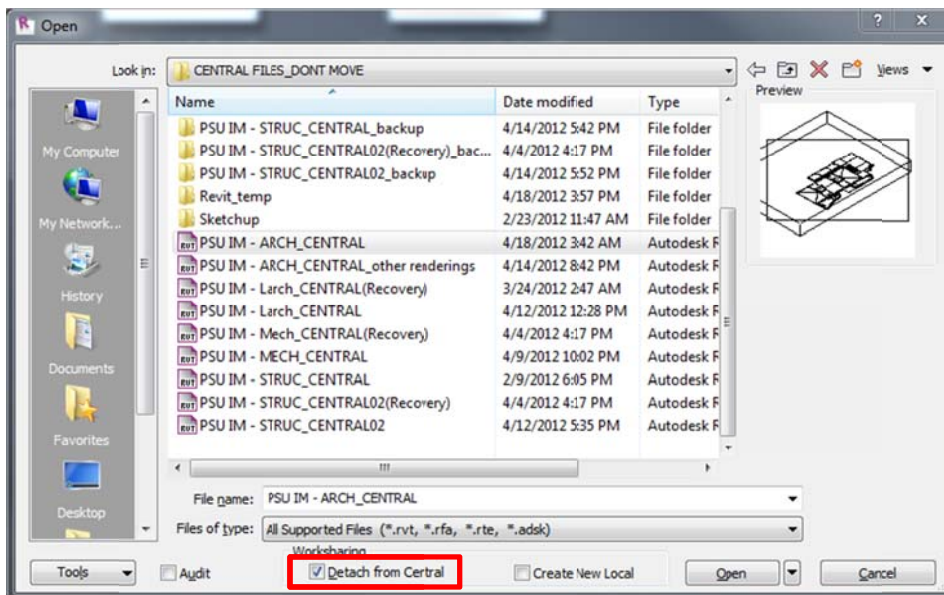
## DETACHING REVIT MODELS FROM A CENTRAL FILE

This is useful for render on multiple computers or to use cloud rendering on a personal computer.

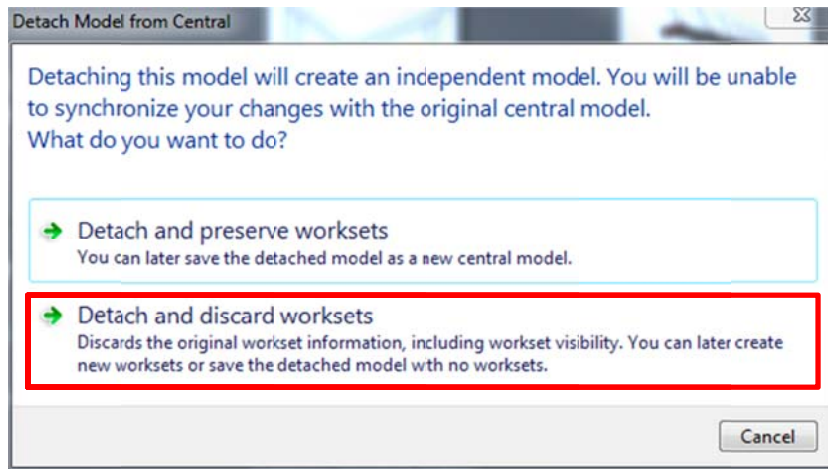
**Step 1-** Open Revit Architecture and click the "Open link below the "Projects" title. Find your **central file** in the command prompt.



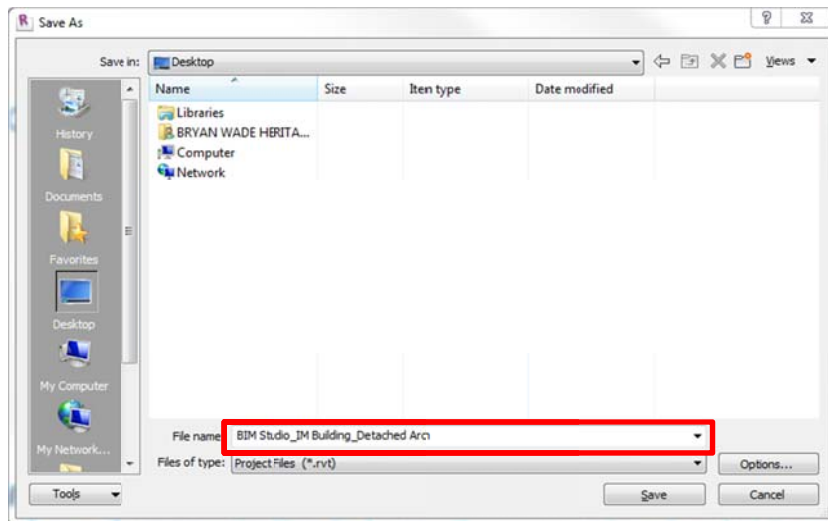
**Step 2-** Make sure to select the check box at the bottom of the command prompt labeled "Detach from Central". [\*if the box does not show up, you are not opening the central file]



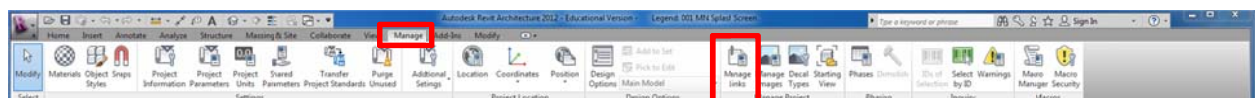
**Step 3-** Once opening the file you will be asked to preserve worksets. If you want to have complete control of all pieces in the model it is best to "discard worksets". This allows you to work when not connected to the Penn State server as well.



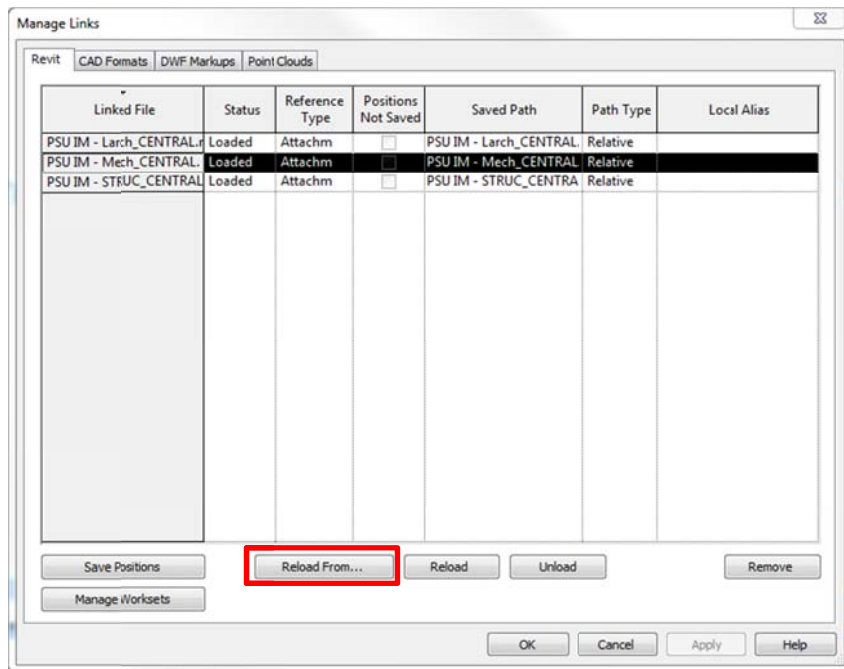
**Step 4-** If you "save as" the opened detached file to a personal hard drive or other medium, you will be able to manipulate it on other computers for renderings or other work.



**Step 5-** Now if you also have linked files from other types of Revit [MEP or Structural] repeat steps 1-4 for each linked file. Once this is done, you'll simply have to relink the new file location to the model you will be primarily working on. Choose the "Manage" tab at the top of the ribbon in Revit. Next choose the "Manage Links" button.



**Step 6-** Simply select to linked file and say "Reload From". Then find each linked file you detached from their central files. This updates the location of the linked file and should place the components in the same location.



Now you have an exact copy of your teams design to manipulate for diagramming and renderings on any computer not able to access the Penn State Server or controlled by administrative passwords.